Comrade D Robertson

The Great War Veterans' Association of Canada

Incorporated

Constitution

By-Laws, Rules and Regulations

March 27th, 1920

The Great War Veterans' Association of Canada

Incorporated

Constitution

By-Laws, Rules and Regulations

March 27th, 1920

47

Issued under authority of the Dominion Command, from the office of the National Secretary-Treasurer, 40-46 Citizen Building, Ottawa, Ont.

TABLE OF CONTENTS.

	Page
Aims and Objects	5
Amendments to Constitution	28
Appeal Against Expulsion	16
Auditors—Appointment and Remuneration	39
Badges	27
Banking and Seal	27
Charter	10
Committees—Local Branches	30
Convention—Dominion	21
Provincial	24
Constitution—Amendments	28
Local Branches	29
Expulsion of Members	15
Executive—Dominion Command	18
Provincial Command	20
Local Branches	34
Fees, Membership	13
Finance	17
Initiation Fee	13
Local Branches	10
Meetings—Local Branches	29
Membership	11
Application for	12
Obligation and Initiation	14
Officers—Dominion Command	8
Provincial Command	9
Local Branches	31
Order of Business—Branches	36
Organization—Dominion Command	8
Provincial Command	9
Local Branches	10
Per Capita Tax—Dominion	17
Provincial	17
Property—Holding of	40
Powers and Rights	40
Seal	27
Suspension of Member	14
Transfers of Membership and Cards	37
Trustees—Board of	41

The Great War Veterans' Association of Canada

Incorporated

Constitution, By-Laws, Rules and Regulations

Ratified by the Fourth Annual Dominion Convention, March 27th, 1920

ARTICLE I.

Aims and Objects of The Great War Veterans' Association of Canada

(a) To perpetuate the close and kindly ties of mutual service in the Great War, the recollections and association of that experience, and to maintain proper standards of dignity and honour between all returned soldiers.

(b) To preserve the memory and records of those who suffered and died for the nation. To see to the erection of monuments to their valor; the provision of suitable burial places; and the establishment of an annual memorial day.

(c) To ensure that proper provision is made for the due care of the sick, wounded and needy among those who have served; including reasonable pensions, employment for such as are capable, soldiers' homes, medical care and equitable provision for dependent families of enlisted men.

(d) To constantly inculcate loyalty to Canada and the Empire and unstinted service in their interests.

(e) To guard carefully the good name, interests and the standing of our Comrades still overseas, and to which they should be entitled upon their return.

(f) To impress upon its members, that they are to continue in their service to Canada as citizens, the same spirit of sacrifice and loyalty which they have shown to Canada and the Empire as soldiers, and to remain as members of the Association, non-sectarian and non-partisan.

(g) To establish, maintain and operate clubs, club-rooms, hospitals, employment and information bureaus, industrial and other schools and institutions, libraries and establishments for the benefit, promotion and advancement generally of the interests of soldiers, and to furnish, stock and equip the same in such manner as the Association may determine.

(h) To establish, organize and regulate Provincial and Local bodies or Commands and Branches in convenient centres throughout Canada.

(i) To raise funds for all purposes of the Association by fees from members, by obtaining public and private grants, and by various forms of amusement, entertainment or instruction, and otherwise as the Association may determine.

(j) To promote recruiting and enlistment, and to assist forces on active service by operating hospitals, convalescent homes, canteens and other like institutions, either within or without Canada.

(k) To do all such other lawful acts and things relative or incidental to the said objects as may be found necessary or expedient.

(l) To take, hold and acquire any real or personal property to be held, if desired, by any Provincial Command or by a Local Branch in the name of trustees or others, upon such terms and conditions and subject to such rights and liabilities as are hereinafter more particularly set forth.

(m) To acquire, take over and assume the property, rights, assets and liabilities of the Great War Veterans' Association of Canada, an unincorporated Association heretofore, having its chief place of business at the City of Ottawa, in the Province of Ontario.

ARTICLE II.

Organization.

Sec. 1.—The Organization shall consist of the Dominion Command, and subordinate to it, the Provincial Commands and Local Branches and such District Commands as may be authorized by the Provincial Command, and ratified by the Dominion Command.

Dominion Command

Sec. 2.—The Dominion Command shall have supreme jurisdiction in all matters within the objects and aims of the Association, and the policy of the Dominion Command, and its decisions as to the course of action to be taken in respect thereof, shall be authoritative and binding upon all subordinate Commands and Branches.

Sec. 3.—The powers of the Dominion Command shall be exercised in the first place by the Dominion Convention, which shall meet annually at a time and place settled by vote of the next previous meeting: Provided, however, that such Convention may be called by the Dominion Executive Committee at a date prior to that fixed by the previous Convention, if, in their opinion, there is sufficient demand therefor by the membership, and provided further that such Convention must be called by said Executive, at any time, on a request therefor by two-thirds in number of the local branches.

Sec. 4.—In the recess of the Convention the powers of the Dominion Command shall be exercised by the Dominion Executive, which shall consist of the Dominion officers elected by the annual Convention, to wit:—the President and First and Second Vice-Presidents, and one representative from every Province to be elected by the delegates from such Province.

Sec. 5.—The chain of communication is from local branches to their Provincial Command and thence to the Dominion Command. (Resolutions passed by Branches shall not be sent directly to the Dominion

Command, but shall be first dealt with by the Provincial Command.)

Provincial Command

Sec. 6.—There shall be a Provincial Command in each Province. Provided, however, that such Command shall be formed upon request to the Dominion Command of a majority of the branches in a Province.

Sec. 7.—The powers of the Provincial Command shall be exercised in the first place by the Provincial Convention, which shall meet annually at a time and place settled by vote of the next previous meeting: Provided, however, that such Convention may be called by the Provincial Executive Committee at a date prior to that fixed by the previous Convention, if, in their opinion, there is sufficient demand therefor by the membership, and provided further that such Convention must be called by said Executive, at any time, on a request therefor by two-thirds in number of the local branches.

Sec. 8.—In the recess of the Provincial Convention the powers of the Provincial Command shall be exercised by the Provincial Executive, which shall consist of the Provincial officers elected by the Provincial Annual Convention, and such other members as the Provincial Command shall determine.

Sec. 9.—Subject to the powers of the Dominion Command to the provisions of this Constitution the respective Provincial and District Commands shall have jurisdiction as to all matters arising within their territorial limits, but where the policy in respect of any such matter affects the Association, or the mem-

bers thereof beyond such limits, the Provincial Command shall, before deciding upon the policy to be adopted, submit a recommendation, in respect thereof, to the Dominion Command for approval.

Sec. 10.—All Local Branches shall be members of the Provincial Command, where such Provincial Command exists, before receiving a charter from the Dominion Command.

Local Branches

Sec. 11.—The Dominion Command through its Executive shall charter throughout Canada Local Branches whose powers, duties and officers shall be as hereinafter determined; provided that on the petition of ten persons entitled to membership under Article 3, and residing in any City, Town, Village, Parish, Municipality, or any other Territorial Division, of any Province or Territory of Canada for Municipal purposes, the Dominion Executive may charter a branch of such members as may desire to join in that district.

Sec. 11. (a).—Subject to the powers of the Dominion and Provincial Commands and to the provisions of this Constitution and these By-laws, Rules and Regulations, the local branches shall have power to act on matters within their territorial limits, but where the policy, in respect of any such matter, affects the Association or the members thereof beyond such limits, the Local Branch shall, before deciding upon the policy to be adopted, submit a recommendation, in respect thereof, to the Provincial Command for approval or for transmission to the Dominion Command for such action as may be considered advisable.

Sec. 12.—Wherever any Local Association is at the date of the Letters Patent in existence, whether voluntary or incorporated, its members shall ipso facto become members of this Association. Provided, that as soon as possible after said date, its constitution shall be made to conform in all respects to the requirements of this Constitution and these By-laws, Rules, and Regulations.

Sec. 13.—The directing body of each Local Branch shall be known as the Executive, and shall consist of such officers and members as the Branch shall deem fit, subject to the provisions of Section 95.

ARTICLE III.

Membership, Application, Fees, Initiation and Expulsion

Membership

Sec. 14.—Membership in the Association shall be limited as follows:—

Any person, male or female, of good character, who has seen active service in the Great War of 1914-1918 with the forces of the Allied Armies on one of the belligerent fronts, or in England, or in Canada, or, who in the opinion of the branch of which he purposes to become a member, has seen equivalent service with the forces of the Allied Navies, or with that portion of the merchant marine which was under the control of the British Navy, and who is still in the service, or has received an honorable discharge therefrom, shall be eligible for active membership.

Provided, however, in the case of a person who has seen active service in England, or in Canada, and has

failed to reach a belligerent front, he shall first show to the satisfaction of the branch of which he purposes to become a member, that such failure to reach a belligerent front was through no fault of his own, and that the membership privileges extended to persons who served in Canada only during the Great War be also extended to those persons who saw active service with the British Forces in campaigns prior to the Great War.

And further provided, that nothing in this section shall be taken to affect in any wise the status of any member, active or associate, of the Association on the date of the coming into effect of the Letters Patent.

Application for Membership

Sec. 15.—Application for membership shall be in writing upon forms provided for that purpose, and shall give in detail the applicant's name, age, birthplace, residence, occupation, address where employed, date and rank on enlistment, his rank at the time of discharge, the unit or units to which he belonged, the date and reason of his discharge, the length of time he served, and if wounded when and in what engagement, and in what manner and degree. The application, accompanied by the initiation fee, shall be sent to the Secretary of the Local Branch of which the applicant desires to become a member. The Secretary will make a preliminary investigation, and report the application and all information in his possession to the Branch Executive at its next meeting. The Executive may either complete the investigation itself and report to the next meeting of the Branch,

or hand the case over to an Investigating Committee of the Branch, when such a Committee has been formed. The applicant shall declare that he has not been, or tried to become, a member of any other Branch of the Association.

Sec. 16.—Every applicant must be proposed by a member and his or her application recommended by the body charged with the duty of investigation; otherwise such application will be deemed rejected.

Sec. 17.—The Secretary of each Local Branch shall each month forward to the Provincial Command, or where there is no Provincial Command to the Dominion Command, a list of all applications for membership showing the disposition made of them, and, in case of rejections, the grounds on which the applicants were rejected.

Sec. 18.—Any person whose application has been rejected shall not be eligible for membership in any other branch without the consent of the Provincial Command, if within a Provincial jurisdiction, otherwise of the Dominion Command, given after careful investigation.

Fees.

Sec. 19.—An initiation fee of two dollars ($2.00) shall be charged by every Local Branch of the Association.

Sec. 20.—The amounts of, and periods for payment of, membership dues shall be fixed by By-laws of the Local Branch.

Sec. 21.—In the absence of any special by-law of the Branch, the dues shall become payable quarterly at

the first meeting of the Branch in the months of March, June, September, and December in every year.

Suspension for Non-Payment of Dues.

Sec. 22.—Notice shall be sent each quarter, to all members in arrears, showing the amount of dues owing. Any member to whom such notice has been sent and who remains more than one quarter in arrears shall, at the end of the second quarter, be ipso facto suspended, and notice thereof shall be sent to such member by registered letter to his last known address, provided, however, that, if such member pays up his arrears within one month after the date of such notice of suspension, he may be reinstated, otherwise his membership shall cease, at the expiration of said one month, and any office held by him shall be vacant.

Sec. 23.—An ex-member who has lost his membership under the foregoing provisions may be reinstated at any time by a two-thirds vote of any meeting of the Branch, but his reinstatement by such vote will not restore him to any office which he may have forfeited.

Sec. 24.—In case the member in default is a member of the Dominion, or a Provincial Executive, a duplicate of the notice of suspension shall be mailed by the Secretary of the Branch to the Secretary of said Executive.

Obligation and Initiation

Sec. 25.—In the absence of any ritual that may be hereafter adopted by the Dominion Convention, after an applicant's application has been duly accepted, he shall be admitted to membership in the Association after giving a written undertaking to abide by this

Constitution and these By-laws, Rules and Regulations in the form following:

"I do hereby agree to become a member of The G.W.V.A., and to abide by the spirit of its Constitution and its By-laws, Rules and Regulations."

The presiding officer shall then give to each man his membership card and badge, and at the same time furnish him with a copy of the constitution.

For a good reason, the initiation of a member may be carried out by the Executive in the above manner, but in each case full reason therefor shall be written upon the application and read out at the next general meeting.

Expulsion of Members for Cause.

Sec. 26.—Any member may be expelled from the Association for breach of his obligation, or of the constitution, or for disloyal utterances, or acts, or for profane or disorderly conduct in a meeting of any body of the Association, or for maliciously making a false charge against a member, or for conduct unworthy of a member, or which in any way brings the Association into discredit.

Charge in Writing.

Sec. 27.—Any charge under the foregoing Section 26 against a member must be made in writing and signed by the accuser, and lodged with the Secretary of the Branch or Command where the accusation is made.

Trial Committee.

Sec. 28.—Upon receipt of the charge, the presiding officer of the Branch or Command shall appoint a trial

committee of three members (with one or more waiting members) to try the case, provided that the accused shall have the privilege of two peremptory challenges to the members of the Trial Committee.

Procedure.

Sec. 29.—The trial committee shall take all necessary steps to ensure a fair trial of the case, including notification of the accused, and accuser, and shall decide on the evidence submitted, which shall be in writing and signed by the respective witnesses.

Report of Verdict to Branch.

Sec. 30.—The trial committee shall report its verdict and sentence to the Branch or Command for confirmation or rejection, a two-thirds vote of the members present being necessary to confirm the expulsion or suspension of a member.

Appeal.

Sec. 31.—An appeal will lie, after confirmation of a verdict and sentence, to the executive of the next higher body; said appeal to be made by registered letter addressed to the proper office within ten days of said confirmation:

Said Appeal body shall fix the time and place for the hearing of said Appeal, arrange for reasonable notice to the accused and accuser and to the Secretary of the branch or Command concerned, and make all other necessary provision for said hearing, and may hear the appeal on the evidence submitted to the Trial Committee, or shall have power to hear further evidence, in respect thereof, as they think fit, and may

confirm, vary or reverse the verdict or sentence appealed from.

Sec. 32.—The conviction of any member by a competent court of criminal jurisdiction in Canada, or in the country where the member's Local Branch is situate, for any offence deemed to come within the purview of the foregoing Section 26 may be accepted by the Local Branch as conclusive evidence of the commission of such offence without the formality of a trial committee.

ARTICLE IV.

Finance.

Dominion Per Capita Tax.

Sec. 33.—For the support and maintenance of the Dominion Command there shall be levied a Per Capita Tax on each and every member of the whole Association throughout Canada, the amount of which shall be fixed annually by the Dominion Convention. This tax shall be paid out of the general fund of every Local Branch and remitted in quarterly payments to the Secretary-Treasurer of the Provincial Command to be by him remitted to the office of the Dominion Command, and shall be calculated on the number of members in the Branch not more than three months in arrears.

Provincial Per Capita Tax.

Sec. 34.—For the support and maintenance of the Provincial Command (when existent) there shall be levied a Per Capita Tax on each and every member of the whole Provincial body, the amount of which shall

be fixed annually by the Provincial Convention. This tax shall be paid out of the general fund of every Local Branch in the Province and remitted in quarterly payments directly to the office of the Provincial Command and shall be calculated on the number of members in the Branch not more than three months in arrears.

Sec. 34 (a).—No local branch shall be deemed to be in good standing, if either the Dominion or Provincial per capita is in arrears.

ARTICLE V.

EXECUTIVES.

Dominion Executive.

Sec. 35.—The Dominion Executive shall consist of a President, first Vice-President, and Second Vice-President, who shall be elected at the Annual Dominion Convention by a vote of the whole Convention, and of one representative from every Province which representative shall be elected at the annual meeting of the Convention by the vote only of the delegates from the Province that he is to represent.

Sec. 36.—The Dominion Executive shall have power to perform and carry to completion work entrusted to it by the last Convention, or this Constitution and these By-laws, Rules and Regulations, to fill all vacancies arising during recess, to supply all omissions of the Convention, and generally to enact Rules and Regulations governing the business of the Association not inconsistent with these Rules and Regulations or the expressed will of the Convention.

Provided, such Rules and Regulations shall be faithfully reported to the next Convention, and shall cease to be operative after said Convention unless confirmed thereby.

Sec. 37.—No salary or remuneration shall be paid to any member of the Dominion Executive. And no such member shall, outside of his authorized expenses, receive any money for his services. No salaried officer of any Command or Branch shall sit on the Dominion Executive as a member thereof while drawing a salary from said Command or Branch.

Sec. 38.—Salaried Officers of the Dominion Command, such as the Secretary or Secretary-Treasurer, shall be appointed by and be under the disciplinary control of the Dominion Executive. The Dominion Executive may suspend or dismiss any such salaried officer, and shall be responsible that any officer handling any funds of the Dominion Command is properly bonded. In the absence of a written agreement, a salaried officer shall be deemed to be hired from month to month, and shall be required to give one month's notice if he wishes to resign. No written agreement shall provide for a hiring for longer than one year.

Sec. 39.—Subject to an appeal to the next Dominion Convention, the Dominion Executive may suspend the charter of any Provincial Command or Local Branch, and may suspend any officer of such Command or Branch from the exercise of his office, and may suspend any member of this Association.

The power of suspension, in this section conferred, may be exercised summarily.

Organizing Work.

Sec. 40.—The work of organizing new commands or Branches rests in the first place with the Dominion Executive, which may from time to time delegate any portion of this work to any subordinate command, and also resume the same, as to the Dominion Executive may seem in the interests of the Association.

Provincial Executive.

Sec. 41.—A Provincial Executive shall consist of a President, First Vice-President, and Second Vice-President, who shall be elected at the Provincial Annual Convention by vote of the whole Convention, and such other members as the Provincial Command may determine, who shall be elected at the Provincial Annual Convention by vote of the whole Convention.

Sec. 42.—A Provincial Executive shall have power to perform and carry to completion work entrusted to it by the last Provincial Convention, or these Rules and Regulations, to fill all vacancies arising during the recess and to supply all omissions of the Provincial Convention.

Sec. 43.—No salary or remuneration shall be paid to any member of a Provincial Executive; and no such member shall outside of his authorized expenses receive any money for his services.

Sec. 44.—Salaried Officers of a Provincial Command, such as the Secretary or Secretary-Treasurer, shall be appointed by, and be under the disciplinary control of the Provincial Executive. A Provincial Executive may suspend or dismiss any such salaried officer, and shall be responsible that any officer han-

dling any funds of the Provincial Command is properly bonded. In the absence of a written agreement a salaried officer of the Provincial Command shall be deemed to be hired from month to month, and shall be required to give one month's notice if he wishes to resign. No written agreement shall provide for a hiring for longer than one year.

Sec. 45.—Subject to an appeal to the next Provincial Convention and a further appeal to the Dominion Executive, a Provincial Executive may suspend any officer of any Branch, subject to the Provincial jurisdiction, from the exercise of his office and may suspend any member of a Branch, subject to the Provincial jurisdiction. The power of suspension, in this section conferred, may be exercised summarily.

ARTICLE VI.

Conventions.

Dominion Convention.

Interpretation.

Sec. 46.—In the following sections, the words "members" and "membership" shall be inclusive only of those returned to the Dominion Command as members for whom per capita tax is paid to the end of the quarter immediately preceding the convention.

(1) Each local branch shall be entitled to send to the convention, as representing its members, one delegate, and in addition one delegate for the next three hundred members above the first one hundred, and thereafter one delegate for each additional complete five hundred members.

(1a) Each Provincial Executive shall have the right to send one delegate (with one vote only outside of any proxy credentials held by him) to represent the Provincial Command.

Voting.

(2) Where no poll is demanded the vote of the convention shall be by yea and nay, or by a standing vote.

Where a poll is demanded each branch shall, on any question, have one vote for every member as defined above.

No poll shall be granted except on demand of delegates representing 25% of the voting power of the Convention on a poll. At the time of making such demand, the credentials of the delegates, so demanding a poll, shall be examined by scrutineers appointed by the Chairman.

When more than one delegate voting for a Branch.

(3) Where delegates from any branch disagree on any question being polled, each of such delegates shall have the voting power of the number of delegates present from that branch, divided into the membership of that branch as above defined.

Several branches uniting on delegate.

(4) A branch not wishing to or financially unable to send a delegate from its own members may issue a proxy credential to the delegate of any other branch in the same Province or, in the alternative, may issue a proxy credential to the Provincial Command, the same to be held and used by the delegate from the Provincial Executive Committee, except which last men-

tioned delegate no member other than a delegate regularly elected by his own branch shall hold any proxy credential.

(5) Irrespective of whether they have been re-elected as delegates, the Dominion Executive shall be fully qualified members of the convention until its close. Where no poll is demanded they shall vote in the same manner as above set forth. Where a poll is demanded they shall not vote unless delegates.

Sec. 47.—

(1) At the opening session of any convention, the following committees shall be elected, whose powers and duties shall terminate with the adjournment of the convention for the year:

1. Ways and Means.
2. Constitution and Law.
3. Procedure.
4. Committee on Appeals.

(2) Prior to the opening session of any convention a Resolutions Committee shall be constituted, comprised of a delegate from each Provincial Command, as hereinbefore referred to in Sec. 46 (1a), and such committee shall meet prior to the opening of the Convention.

Committee on Resolutions.

Sec. 48.—To this committee shall be handed all resolutions for consideration and report, and for combination, amendment, or consolidation. Should any resolutions be adversely reported upon by the Committee, any delegate shall have the right to re-introduce it to the Convention, provided that a majority

of the delegates present are favorable, and only after all resolutions presented by said Committee and all other matters of regular business have been disposed of.

Committee on Ways and Means.

Sec. 49.—This committee shall consider the financial standing of the convention and recommend the per capita tax for the following year, and also any extraordinary expenditure not provided for in the constitution.

Committee on Constitution and Law.

Sec. 50.—To this committee shall be handed all amendments to the constitution and laws of the Association for consideration, and report to the convention.

Committee on Procedure.

Sec. 51.—This committee shall decide on the programme of the convention, and the priority of the resolutions.

Sec. 52.—The success of any Dominion Convention depends on an open-minded consideration by the delegates, of the views expressed on the floor of the convention, from all parts of Canada. Instructions by branches to delegates should not be in the form of hard and fixed resolutions precluding such consideration.

Provincial Conventions.

Sec. 53.—In the following sections, the words "members" and "membership" shall be inclusive only of those returned to the Provincial Command as mem-

bers for whom per capita tax is paid, both to the Dominion and the Provincial Command to the end of the quarter immediately preceding the Convention.

Sec. 54.—The number of delegates which each Local Branch shall be entitled to send to a Provincial Convention as representing its members, shall be decided by vote of the next previous meeting of such Provincial Convention.

Sec. 55.—Where no poll is demanded the vote of the Provincial Convention shall be by yea and nay, or by a standing vote. Where a poll is demanded, each Branch shall, on any question, have one vote for every member as defined above.

(2) No poll shall be granted except on demand of delegates representing 25% of the voting power of the Convention on a poll. At the time of making such demand, the credentials of the delegates, so demanding a poll, shall be examined by scrutineers appointed by the Chairman.

Sec. 56.—Where delegates from any branch disagree on any question being polled, each of such delegates shall have the voting power of the number of delegates present from that Branch, divided into the membership of that Branch as above defined.

Sec. 57.—Where two or more Branches voluntarily combine to send a single delegate, he shall carry credentials from each of the Branches accrediting him, and be entitled to cast the vote of each of such Branches.

Sec. 58.—Irrespective of whether they have been re-elected as delegates, the Provincial Executive shall be fully qualified members of the Convention until its

close. Where no poll is demanded, they shall vote in the same manner as above set forth. Where a poll is demanded, they shall not vote unless delegates.

Sec. 59.—At the opening session of any Provincial Convention, the following Committees shall be elected, whose powers and duties shall terminate with the adjournment of the Convention for the year:—

1. Resolutions.
2. Ways and Means.
3. Procedure.
4. Committee on Appeals.

Committee on Resolutions.

Sec. 60.—To this committee shall be handed all resolutions for consideration and report, and for combination, amendment, or consolidation, should any resolutions be adversely reported upon by the Committee, any delegate shall have the right to re-introduce it to the Convention provided that a majority of the delegates present are favorable, and only after all resolutions presented by said Committee and all other matters of regular business have been disposed of.

Committee on Ways and Means.

Sec. 61.—This committee shall consider the financial standing of the Convention and recommend the Provincial per capita tax for the following year, and also any extraordinary expenditure not provided for in the constitution.

Committee on Procedure.

Sec. 62.—This committee shall decide on the programme of the Convention, and the priority of the resolutions.

Sec. 63.—The success of any Provincial Convention depends on an open-minded consideration by the

delegates of the views, expressed on the floor of the Convention, from all parts of the Province. Instructions by Branches to delegates should not be in the form of hard and fixed resolutions precluding such consideration.

ARTICLE VII.

Badges.

Sec. 64.—The official badges of the Association shall be those in use by the Association on the date of the coming into effect of this Constitution and these By-laws, Rules and Regulations.

Sec. 65.—The badge shall be worn only by members of the Association after they have been duly initiated into the Association, and shall be returned by any member who resigns or ceases to be a member, upon the payment to that member of an amount equal to the price of such badge.

Sec. 66.—Each badge issued shall bear a number, and a record shall be kept by the Secretary of each Local Branch of all persons to whom the badge has been issued. The Provincial and District Commands may, with approval of the Dominion Command, adopt a system of different colored backgrounds for the badges to be worn in each calendar year.

ARTICLE VIII.

Banking and Seal.

Sec. 67.—All monies received by the Dominion, or by any Provincial Command, shall be forthwith deposited in such chartered bank, or banks, as the Execu-

tive of such Provincial or Dominion Command may determine.

Sec. 68.—All cheques issued by the Dominion or by a Provincial Command shall be signed by such officers or members as the Executive of the Dominion or any Provincial Command may determine.

Sec. 69.—The banking practice of Local Branches shall be as hereinafter determined.

Sec. 69 (a).—There shall be a seal for every Local Branch, and for every Command, which shall be according to such design as may be determined by the Dominion Executive, but which in each case shall bear on it the words, "The Great War Veterans' Association of Canada, Inc., ...Branch (or Command as the case may be)" and the blanks shall be filled in with the proper designation of the Branch or Command.

ARTICLE IX.

Amendments.

Sec. 70.—This Constitution and these By-laws, Rules and Regulations may be amended, repealed or re-enacted at any annual meeting of the Dominion Convention by a majority vote of the whole Convention, provided that one day's notice has been given to the Convention of such amendment.

Sec. 71.—The Dominion Executive may from time to time repeal, amend and re-enact this Constitution and these By-laws, Rules and Regulations, and such change shall have force only until the next Annual Dominion Convention, and if the said changes are not then confirmed they shall from that time only cease to have any force.

ARTICLE X.

Constitution of Local Branches.

Meetings.

Sec. 72.—Each Local Branch shall have power to make by-laws, and regulations governing the calling and holding of all necessary meetings, but always subject to the provisions of this Constitution and these By-laws, Rules and Regulations.

Sec. 73.—The general meetings of a Branch, together with the Executive, shall be the organization for the carrying out of activities in connection with the welfare of returned men, and of the objects of the Association, and it shall be the organization for the social and comradeship life of each Branch.

Sec. 74.—At all meetings questions shall be decided by a majority of those present, the Chairman having the casting vote in addition, in case of a tie.

Sec. 75.—At any meeting of the Branch, whether special or general, the quorum shall be as determined by by-law of the Local Branch.

Sec. 76.—Meetings are not intended for the parade of technical niceties of procedure, the presiding officer will rule promptly on all matters of procedure, and his decision will be final, subject to an appeal sustained by a two-thirds vote of the meeting.

Sec. 77.—The presiding officer of any meeting shall rule out of order all matters pertaining to political questions, which do not refer to the well-being of the Association, and also all matters of religious discussion.

Sec. 78.—The Association rooms shall be open at such hours and upon such conditions as the House Committee of each Local Branch shall determine.

Committees.

Sec. 79.—There may be the following standing Committees: Finance, Employment, Investigation, Entertainment, Reception, Visiting, House, Publicity, Relief, Local, and By-Laws; but each Local Branch may determine for itself the number and nature of the Standing Committees necessary. The powers, rights and duties of these Committees shall be such as the Local Executive may determine, subject always to any other express provision in this Constitution and these By-laws, Rules and Regulations.

Sec. 80.—The House Committee shall make regulations prescribing the conditions under which billiards, pool, whist and other games may be played in the rooms. And any member committing a breach of such regulations may be suspended or expelled.

Sec. 81.—Any cause of complaint that may arise is to be written in the "complaint book," and signed by the member complaining, or the complaint may be made by letter to the Secretary, over the signature of the member, and any such complaint must be laid by the Secretary before the Executive Committee at their next meeting.

Sec. 82.—All committees shall perform the duties assigned to them within the time specified, and report the result back to the Branch.

Sec. 83.—No member shall be excused from Committee work unless two-thirds of those present at the

meeting agree thereto; but no member shall be obliged to serve on more than two Committees at one time.

Sec. 84.—All committees shall be named by the presiding Officer, unless otherwise determined by the Branch.

Sec. 85.—The first named member on a Committee shall act as convenor to call the committee together, when they may elect their own Chairman.

Sec. 86.—A majority of any Committee shall constitute a quorum for the transaction of business.

Sec. 87.—All reports of Committees shall be presented in writing and signed by the members offering same.

Officers.

Sec. 88.—The elective officers of a Local Branch shall be: President, First and Second Vice-Presidents, and where the offices of Secretary and Treasurer are not combined, a Treasurer shall also be elected.

Sec. 89.—Salaried Officers of a Branch, such as the Secretary, or, where the offices of Secretary and Treasurer are combined, the Secretary-Treasurer shall be appointed by and be under the disciplinary control of the Executive Committee of the Branch.

The Executive may suspend or dismiss any such salaried officer, and shall be responsible that any officer handling any funds of the Association is properly bonded. In the absence of a written agreement, a salaried officer shall be deemed to be hired from month to month, and shall be required to give one month's notice if he wishes to resign. No such written agreement shall provide for a hiring for longer than one year.

Duties of the President.

Sec. 90.—The President shall preside at all meetings and enforce order and strict observance of this Constitution and these By-laws, Rules and Regulations; countersign all cheques issued by the Treasurer, and all promissory notes, bills of exchange and other instruments involving the liability of the Branch. He shall exercise a general supervision and control over the officers and business of the Branch, and shall call meetings of the Executive Committee, or of the Branch when he considers same advisable. He shall transact such other business as may by custom appertain to his office; and he shall have the casting vote whenever there shall be an equal division on any question.

Duties of the Vice-Presidents.

Sec. 91.—In the absence or disability of the President, all the rights and powers vested in the President shall for the time being be vested in the First Vice-President; and, in the absence or disability of both the President and First Vice-President, all the rights and powers vested in the President shall for the time being be vested in the Second Vice-President.

Duties of the Secretary.

Sec. 92.—The Secretary shall keep a record of the proceedings of all meetings, whether of the Branch or of the Executive Committee, in special books kept for that purpose. He shall be required, at every business meeting, to have with him the proper minute and record books and all other necessary books and correspondence which he may have in his possession,

relative to the business likely to be transacted at any meeting. He shall be the custodian of the Seal of the Branch, and of all books and official records belonging to the Branch. He shall hold these and act at all times, and in all respects, entirely at the will and direction of the Executive Committee, and shall conform to all such rules and regulations as the Executive Committee may otherwise determine.

Duties of the Treasurer.

Sec. 93.—The Treasurer shall keep a just and true account of all monies received and paid out by the Branch, and of all financial transactions of any and every kind whatsoever, including always a full and complete statement of the credits and liabilities of the Branch. He shall deposit all funds of the Branch in some chartered Bank of Canada to be determined upon by the Executive Committee, and the account shall be kept in the name of the Branch. All monies payable by a Branch shall be paid out by cheque only, signed by the Treasurer and countersigned by the President or Vice-President of the Branch, and no cheque shall in any case be signed by any two such officers in blank. The Treasurer shall keep his books at the office of the Branch, and they shall be open to the inspection of the Executive Committee at all times. When, and as often as the Executive Committee require, he shall set forth a detailed balance sheet, containing a summary of the property and liabilities of the Branch, and of all its financial dealings, arranged in a proper and business-like style, from time to time as required by the Committee.

Executive of Local Branches.

Sec. 94.—The Executive Committee of a local Branch may be partly elected and partly appointed, and shall consist of the elective officers of the Branch and not less than three other members who shall be elected.

Sec. 95.—At the first Executive Meeting after the annual meeting in each year, the Executive Committee may, unless otherwise determined by by-law of the Local Branch, appoint and elect one other member to the committee for each three members of the Committee elected by the annual meeting; and a majority of the Executive Committee shall form a quorum.

Sec. 96.—The Executive Committee of a Local Branch shall consist of the elected officers, and not fewer than three other members, a majority of whom shall constitute a quorum. Unless otherwise determined by by-law of the Local Branch, any vacancy on the Committee occurring during the year shall be filled by the Committee at a meeting of the Committee called for the purpose, of which three days' clear notice shall be given.

Sec. 97.—The Committee shall meet at least monthly on a day to be fixed by the Committee, or at the call of the Chairman, for the passing of accounts, the transaction of current business, the examining and discussion of any suggestions made to them for the general welfare of the Association, and such other business as may be introduced.

Sec. 98.—The Committee shall appoint a Secretary or Secretary-Treasurer, and such other officers, servants and agents as may be required for the proper

working of the Local Branch. It shall have all the power of the Local Branch except the power to rescind or alter any rules, regulations or by-laws adopted by the Local Branch, the power to expel members, save as otherwise provided by these rules, and the power to raise money by way of loan, or mortgage or debentures, or to sell any realty or assets belonging to the Association, in accordance with the provisions of these Rules and Regulations governing the ownership and disposal of property.

Sec. 99.—The Committee shall have power to levy an assessment on each and every member of the Local Branch to meet any extraordinary expenditure in any year, provided that such expenditure has been approved by two-thirds of those present at any meeting called for the purpose of considering the same. Any member making default in payment of such assessment, so ordered, shall be deprived of the use and privileges of the Association.

Sec. 100.—Should any member of the Committee be absent from three consecutive meetings of either the Committee or the Local Branch, without an excuse satisfactory to the other members of the Committee, he shall, if a resolution to that effect is passed by the Committee after notice to such member, cease to hold office, and his place shall be filled in the manner relating to vacancies provided by Section 96.

Sec. 101.—The Officers and Executive Committee of a Local Branch shall, save as otherwise provided by this Constitution and these By-laws, Rules and Regulations, be elected annually by a majority vote of those present at the annual general meeting of the Local Branch.

Order of Business.

Sec. 102.—

(1) Call to order by Chairman (usual way).

(2) At word of Chairman all shall stand with bowed heads in silence for one minute in memory of, and out of respect for our fallen comrades.

(3) Roll call of officers.

(4) Minutes of last meeting and minutes of Executive Meetings.

(5) Applications for membership.

(6) Initiation.

(7) Unfinished business.

(8) Financial statement.

(9) Correspondence.

(9a) Question by Chairman: "Is any member out of employment?"

(10) Social.

(11) Reports of Committees.

(12) Notice of Motion.

(13) General business, welfare of the Association.

(14) Election of officers and committees.

(15) National Anthem "God Save the King" and one verse of "O Canada."

Provided, however, that the above order of business may be suspended at any meeting on a two-thirds vote of the members present favouring such suspension.

Sec. 102a.—Where there has been a notice sent out to the members specifying the business of a meeting or where notice of motion has been given at a previous meeting, the Chairman shall transpose the order of business to give the right of way to the business of which notice has been given.

Sec. 102b. Where business arises of which no notice as aforesaid has been given the Chairman may, if he considers it in the interest of the Association, adjourn to the next meeting the debate on such business.

Transfers and Cards.

Sec. 103.—Any member in good standing may apply to the Secretary of his Branch for transfer of his membership to any other branch he may indicate, and the Secretary is empowered to furnish him with a form of card which shall be signed by the Secretary and by the member himself in the Secretary's presence. The card shall indicate the amount of the unused membership dues of the member and shall also state any office which he may have held in that Branch. The Branch indicated on the transfer shall, after the transferring member's application for affiliation has been accepted by a majority of those present at a general or special meeting, receive such member after he has signed in the presence of the President or other officials, and shall credit him with the amount of his unused membership dues, which amount shall be remitted by the Branch from which such member has transferred.

Sec. 104.—Any member in good standing may request the Secretary of his Branch to furnish him with a travelling card and the Secretary shall furnish the member with such card, which shall be good until the date mentioned thereon, and shall entitle such member to club privileges in any branch of the Association.

Returns Required.

Sec. 105.—Each Local Branch shall furnish every six months to the Dominion, and to its respective Pro-

vincial Secretary, a complete list of all members in good standing, on a form provided for that purpose by the Dominion, and by the Provincial Commands respectively; and shall also make such returns as are required by Sections 17, 24, 33 and 34 of these Rules and Regulations, and shall at all times supply such further information relating to the affairs of the Branch as may from time to time be required by the Dominion, or by a Provincial Executive.

Procedure.

Sec. 106.—At the appointed hour the President shall take the chair and call the meeting to order, and preside during the meeting.

Sec. 107.—In case the President is absent or disqualified, the First Vice-President shall act in his stead, and in the absence of both the President and First Vice-President, the Second Vice-President shall take the chair and preside. In the absence or disability of the President and both Vice-Presidents, the Secretary or Secretary-Treasurer shall call the meeting to order, and a temporary chairman shall be elected.

Sec. 108.—The presiding officer at any meeting shall enforce order and strict observance of this Constitution and these By-laws, Rules and Regulations, and shall have the casting vote whenever there shall be an equal division on any question. He shall have the right to decide all questions of order, subject to an appeal to the meeting sustained by a two-thirds vote of those present.

Sec. 109.—The presiding officer shall, when debate has ceased on any question, put the same to a vote, giving the words of the motion or resolution clearly,

so that no member may misunderstand the question on which he is about to vote.

Sec. 110.—A member wishing to introduce a motion, or to speak, shall arise and address the presiding officer, and shall wait until he is recognized before speaking.

Sec. 111.—Members are not to hold private committee meetings, or separate conversation, or to talk of anything impertinently or in an unseemly manner, or which is not of general interest to the other members present. No member shall interrupt the presiding officer, or a Comrade who is speaking with the permission of the Chair. No member shall use any unbecoming language upon any pretense whatsoever.

Sec. 112.—In matters not provided for in this Constitution and these By-laws, Rules and Regulations, all meetings shall be conducted on parliamentary lines, and the rules of procedure contained in "Robert's Manual of Parliamentary Procedure, or Rules of Order" shall govern.

ARTICLE XI.

Auditors—Their Appointment and Remuneration.

Sec. 113.—Within one month before the annual meeting of a Local Branch, and in the case of the Dominion Command, or of a Provincial Command, within one month before the annual convention, the accounts of any such body shall be examined by a Board in each case of.....auditors who shall be elected annually for a Local Branch at its annual general meeting, and for the Dominion or for a Provincial Command, at their respective annual conven-

tions, when in each case also their remuneration shall be determined.

Members of the Association may be appointed to such Boards provided that no director or officer shall be eligible. Their reports shall be signed and placed in the hands of the Secretary of the Local Branch, or of the Dominion or Provincial Commands, at least seven days before the annual meeting or convention and shall be presented by the Secretary to the meeting or convention without further formality.

Sec. 114.—Subject to the express provisions herein contained, clauses 94 "A" and 94 "B" of the Companies Act Amendment Act 1917, shall be adopted and read as a part of this Constitution and these By-laws, Rules and Regulations, in so far as the same can be reasonably held to apply.

ARTICLE XII.

Powers and Rights with Respect to the Holding of Property.

Sec. 115.—The real property that may by law be held or acquired by any Local Branch, or Command, shall be held by a Board of Trustees duly appointed for the purpose, whose appointments, rights, powers, duties and remuneration shall in each case be fixed and determined as hereinafter set forth, and who may take, hold, possess and acquire by purchase, lease, exchange, donation, devise, bequest, endowment or otherwise, real or immovable property required for the actual use and occupation of the Association, or necessary or requisite for the carrying out of its pur-

poses and objects, and subject to Section 69a of the Companies' Act with power to sell, mortgage, pledge, hypothecate or alienate such property in any manner whatever.

Sec. 116.—Subject to this Constitution and these By-laws, Rules and Regulations, the Board of Trustees may acquire and take over all existing assets, interests, rights, credits, effects and property, movable and immovable, held and enjoyed by the existing Association, subject to all the obligations and liabilities existing.

Sec. 117.—The real property of each Branch or Command shall, through its Trustees, be liable only for the debts and engagements of such Branch or Command. Neither the Dominion Command nor any Provincial Command shall have any rights in the assets of any Local Branch, or be liable for any of the debts of any such Branch; and no Local Branch shall have any rights in the assets of, or be liable for any of the debts or obligations of the Dominion Command, or any Provincial Command of the Association, or any other Local Branch thereof.

ARTICLE XIII.

Boards of Trustees.

Sec. 118.—The Local Branch at its first general meeting shall appoint a Board of Trustees of not less than three nor more than five, each of whom shall be over the age of twenty-one years, for the purpose of holding, on behalf of the Branch, all or any real property in which the Branch is or may become interested.

Sec. 119.—Upon incorporation of the Association any such property now held by any Branch, or by the Association for any Branch, shall be forthwith conveyed to the proper Trustees, duly appointed under this Article by any such Branch or Command of the Association.

Sec. 120.—The remuneration of the Trustees shall be fixed by the general meeting of the Branch, and all charges, expenses and outlays whatsoever, incurred by them in the execution and maintenance of the Trust shall be paid to the Trustees by the Branch upon demand, and the Trustees shall, at the expense of the Branch, have the right to engage all necessary and proper solicitors and agents for all trust purposes at all times.

Sec. 121.—In case any Trustee shall die or resign from the trust, or become unfit or incapable of acting, the Branch shall forthwith appoint his successor who upon appointment shall have all the duties and powers of the Trustee whose place he takes upon the Board.

Sec. 122.—All lands held by the Trustees shall be so held upon such terms and conditions as the Local Branch shall determine. The lands may be insured, leased, mortgaged and sold as the Local Branch only may direct, and the Trustees shall in all respects conform to any and all rules and regulations passed by the Local Branch governing the holding of said lands, but otherwise, and in default of any such rules, the Trustees shall hold and manage the same in all respects in the best interests of the Local Branch of the Association.

Sec. 123.—Trustees shall be liable only to account for such moneys as they may actually receive, notwithstanding the signature of any receipt for the sake of conformity, and shall not be responsible otherwise for any deficiency, and they shall be responsible only for their own personal acts and omissions, and not for those of any banker, solicitor, or any agent of any kind.